

CRAIL CREEK CLUB (CCC)

Board of Directors Meeting

Tuesday, January 16th, 2024, at 3:00 p.m. MDT

Open Meeting Minutes

Attendance

Board members in attendance were Chuck Buker (CB), Bruce Pallante (BP), and Kirk Weber (KW). Also in attendance were owners Charon Warwick-Canning (CW-C), Irena Sniecinski, Janet Lampe, and James Isaacson. For Hammond Property Management (HPM) in attendance were Scott Hammond (SH) and Maria Locker (ML).

Approval of Minutes

A motion was made to approve the minutes from December 12th, 2023, as presented. All were in favor and the minutes were approved unanimously.

HPM Management Report (SH)

- Safety cones were ordered to mark dangerous, icy areas on campus.
- Even with little snow this year, ice buildup continues to be a problem on roofs, gutters and ground areas below
- Measures taken so far (cleaning and straightening gutters, diverters, and heat tape) have helped but do not alleviate the issues.
- Contractor who provided estimate for under asphalt water drainage for the campus would be willing to do work on one building as a trial for 1/8 price quoted to do all 8 buildings to ensure performance will be as expected.
- Other measures to consider are adding gutters to “shed roofs” above 2-bedroom steps, adding more downspouts and changing diverters to not catch water in only one spot, adding heat tape to roof and underground drainage, if installed
- One owner mentioned ice buildup on their unit’s stairs, HPM will investigate.
- NWE now requires a “Construction Agreement/Application” to evaluate the transformer and electrical distribution capacity to each building. A qualified electrician will be needed to complete the application. This work is needed to confirm in writing what additional loads (i.e. additional heat tape, hot tubs, EV chargers, modern appliances, etc.) can be added to our existing transformers and wires to each building). If upgrades are needed, we will have good cost estimates for planning purposes in the capital reserve study. It was again clarified that the HOA has no intention of installing EV chargers on campus on individual unit garages. EV chargers installed inside garages will be an owner expense including any required modifications to the existing 200-amp service panels and wiring in each unit. This NWE study will address the 4 transformers and wiring to each building and there is no cost to the HOA from NWE for the analysis once the application is submitted. *A motion was made to hire Green Source Electric who will also be assisting with cost estimates and power sources for additional heat tape as part of proposed gutter modifications under review SH and BP will work with the Electrician to complete the NWE application The motion was seconded, all were in favor and **the motion was approved.***

Deck and Stair Project update

CB reported that the deck and stair project is complete except for two lingering items on the punch list:

- Cracked post foundation – will be fixed in the spring.
- Incorrect fastened deck beam will need written confirmation from DCI that installation is safe, otherwise installation will need to be corrected by the contractor.

Other Business

One owner stated that wording in October minutes was misleading because the crawl space under their unit was not “tested” for mold at the time of inspection by Buffalo Restoration and HPM. Ryan Welch was not present, and it was agreed to check with him, review the wording in the minutes for accuracy, and make corrections if warranted. The BOD and HPM again asked the owner for a copy of the Buffalo Testing results and report that they had done a week prior to the HOA arranged inspection by Buffalo Restoration (the same company). This was previously promised at the October BOD meeting when the first learned that testing had already been performed at the owner’s request one week prior. The HOA and HPM was very concerned that the same company would provide different results or conclusions and there was no mention of any prior testing ~~the prior week~~ during the inspections by Buffalo Restoration and Ryan. The HOA again asked for this information in a letter to this owner in November. Today It was disclosed that the owner not only has Buffalo Restoration results that differ, but now states that they also have another independent report by “someone else” and under “advice” they would not be providing any information to the HOA or HPM at this time. The October minutes will be reviewed for accuracy and no additional testing is planned by the HOA or HPM until requested written reports are received as previously agreed so that differences, if any, can be resolved

November meeting minutes were not posted on the website. This was an oversight by HPM, and they will be posted ASAP after the meeting.

The meeting was adjourned at 4:12 p.m.

Executive Session

Deck and Stair Project

CB repeated talking points from the open session.

Financials

Financials were shared with board members ahead of the meeting and reviewed. After Treasurer MS-B (currently out of town) reviews the financials, they will be shared with HPM to post on the website. One owner is significantly delinquent in dues. It was unanimously agreed to follow the approved policy beginning February 1, 2024 as previously communicated.

Roof Claim

CB has been in contact with legal counsel. In order to proceed, records of any repair work related to roof leaks will need to be presented. The accountant, Doug Shanley, has not been able to get records from the prior accountant. HPM has copies of most invoices and will manually compile as soon as possible. CB will try to negotiate a contract with legal counsel and share with the BOD when available.

Architectural campus-wide review/CCC updating

Deb Kane (<https://kanearch.com/kane-architecture-residential-project-list/>), a local architect who worked with Crail Ranch, provided feedback on the campus which was shared with Board members. Some suggestions would be easy and inexpensive to while others will guide the HOA to have a cohesive plan for larger items such as garage door, exterior lights, paint and stain palates, chimney cap painting, etc. ~~If moving forward~~ Deb Kane will be available for specific advice and section assistance as we move forward with our capital and maintenance plans.

Board Action Items

The action item list was reviewed and updated with current status.

The meeting was adjourned at 4:57 p.m.